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Cc: Jones, Rhea[Jones.Rhea@epa.gov]; Johnson, Yvonne W[Johnson.Yvonnew@epa.gov]; Keas, Ashley[keas.ashley@epa.gov]; Werner, Christopher[Werner.Christopher@epa.gov]; Lorang, Phil[Lorang.Phil@epa.gov]
From: Beaver, Melinda
Sent: Fri 2/24/2017 8:45:32 PM
Subject: RE: RH To-Do List
[RHgeneral TX AR LA 3pager toVera.docx](#)

Hi Vera,

Attached is the RH pager that accompanies the slides (#2 on the list below). As discussed, the Louisiana info on the pager is up to date, as is Arkansas. The slides may have slightly out of date info for both states.

And, I suppose the info may get further out of date on Monday since the AR briefing will be then...

Melinda

From: Kornylak, Vera S.
Sent: Friday, February 24, 2017 7:15 AM
To: Beaver, Melinda <Beaver.Melinda@epa.gov>; Lorang, Phil <Lorang.Phil@epa.gov>
Cc: Jones, Rhea <Jones.Rhea@epa.gov>; Wood, Anna <Wood.Anna@epa.gov>; Johnson, Yvonne W <Johnson.Yvonnew@epa.gov>
Subject: RH To-Do List

Hi Everyone: just thought it might be easier to put everything we have going on in one email along with some specific action items and dates to help us keep track. Please feel free to add anything I may have missed.

(1) **RH briefing presentation** - program overview/101 style paper.

a. Who? Melinda is on point for this.

- b. Why? This was requested as a follow-up to Sarah Dunham's OAR 101 for the Administrator.
- c. Format? This is in power point format and Mike gave specific instructions as to what it should look like. This is more of a 101 style.
- d. When? Melinda gave Vera a draft COB Thursday and Vera will review Friday. Anna will review Monday. We do not know when this follow-up briefing will be scheduled although initially we were told possibly next week or that the materials may 'stand on their own.'

(2) RH state-specific paper

- a. Who? Melinda and Phil
- b. Why? This was requested by the Administrator to help understand all the different state-specific actions we have pending right now on RH.
- c. Format? This is a word doc briefing paper and Yvonne/Mike gave specific feedback as to format and content.
- d. When? Melinda/Phil expect to have a draft by COB Friday. Vera will review over the weekend so it's ready for Melinda/Phil to revise first thing Monday and can then go to Anna. This and the RH briefing presentation are expected to be delivered Tuesday to Mike Koerber

(3) Ark paper + meeting request for Sarah Dunham

- a. Who? Melinda + working with Guy Donaldson in R6 + Lea Anderson in OGC (*Note: Vera can work from Phil's edits on Lea's paper if you need some help to develop a first draft for us*)

Ex. 5 - Deliberative Process

- c. Format? We'll use a regular briefing paper format. Lea got one started and we can work from that. We also need to put in a meeting request (Vera will do that).
- d. When? Probably needs to be completed by COB Friday so it can be circulated to R6 and OGC for review.

(4) UT paper

- a. Who? Melinda + Phil

Ex. 5 - Deliberative Process

c. Format? Regular briefing paper is fine

d. When? Would need to be done at same time as Ark paper and in time for that briefing. This would just need to be circulated to OGC, possibly R8 although Mike K. said that R8 did not need to be invited to the briefing. I think it would be appropriate to let R8 know that the issue is getting elevated and we're not sure if there will be an actual briefing or just a paper for Sarah to review/offer a decision on.

Anything else??

Vera

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